

MINUTES OF A MEETING
BROOKLYN FINANCE COMMITTEE

May 14, 2018

6:30 p.m.

MEMBERS PRESENT: Ron Van Kirk
Barb Paulitzky
Kathy Pucci

MEMBERS ABSENT: None

Chairman Van Kirk called the meeting to order.

-Approval of minutes:

MOTION by Pucci, second by Van Kirk to approve minutes of April 9, 2018 (as amended by additional clarification comments). VOTE: Yes: Van Kirk, Paulitzky, Pucci.

MOTION by Pucci, second by Van Kirk to approve minutes of April 23, 2018. VOTE: Yes: Van Kirk, Paulitzky, Pucci.

The Committee addressed the following Agenda items and recommended to Council:

-Request for approval of matching funds of \$2,500 for the Recreation Dept. for Ohio Parks and Recreation grant approved in February. MOTION by Pucci, second by Paulitzky to recommend Council approve. VOTE RESULTED: Yes: Van Kirk, Paulitzky, Pucci

-2018 Streets Program added streets. As the projected came in under cost, two additional streets could be added (So. Parkside and Southwood (north of Biddulph) at a cost of \$212,069. This would make the total \$1,362,449 – which is still under the budgeted amount. Councilwoman Pucci asked the timeline; Dir. Verba said he only has tentative information, that it should start May 23rd and complete by Oct. 19th. MOTION by Pucci, second by Paulitzky to recommend Council approve the additional streets. VOTE RESULTED: Yes: Van Kirk, Paulitzky, Pucci.

-Ord. #2018-17, the ground lease with Enerlogics is still in abeyance. This has been updated and is requested to be on second reading. 2nd READING

-Ord. #2018-40, amends Ord. 2016-6, for fees for the sports sponsorship program at the Rec Center. It is requested to adopt. MOTION by Van Kirk, second by Paulitzky to recommend Council adopt. VOTE RESULTED: Yes: Van Kirk, Paulitzky, Pucci

-Ord. #2018-42, authorizes an Updated Capital Improvement Plan for 2018. MOTION by Pucci, second by Paulitzky to recommend Council adopt. VOTE RESULTED: Yes: Van Kirk, Paulitzky, Pucci

-Ord. #2018-43, provides for the programs operated/conducted by the Recreation Dept. MOTION by Pucci, second by Van Kirk to recommend Council adopt. VOTE RESULTED: Yes: Van Kirk, Paulitzky, Pucci

-Ord. #2018-45, amends the rules, regulations and rental fees for the Fire Station Community room and the Community Center. There are various increases and updates to the rules. 2nd READING

-Ord. #2018-47, amends Ord. 2018-39, compensation for non-bargaining unit employees. This relates to one change, to the part-time Finance Dir. (adds 'temporary', and adjusts the rate of highest hourly for Finance Dir.) The person will be here for three months, or longer if necessary. After brief discussion, MOTION by Pucci, second by Paulitzky to recommend Council adopt. VOTE RESULTED: Yes: Van Kirk, Paulitzky, Pucci.

-Ord. #2018-48, is for emergency repairs to the 525 Packer truck, to be done in-house by Service Dept. employees, not to exceed \$20,000. Dir. Verba said Council was given a new quote, which came in lower. MOTION by Pucci, second by Paulitzky to recommend Council adopt. VOTE RESULTED: Yes: Van Kirk, Paulitzky, Pucci.

-Ord. #2018-49, repeals Ords. 2014-4 and 2011-67, relating the CRA agreement where the childcare facility is on Ridge Road (old library). They fulfilled their obligations, but do not choose to do any expansion, so they do not need the incentives. 1st READING

-Ord. #2018-50, authorizes an addendum to the agreement with Parma for purchase of services through the Parma Regional Dispatch Center. This is for one year, beginning August 1st and runs to July 31, 2019 for \$41,157.91/month. There was brief discussion about termination clause (and associated cost), any changes (none); the Mayor said it's all status quo. MOTION by Pucci, second by Paulitzky to recommend Council adopt by emergency. VOTE RESULTED: Yes: Van Kirk, Paulitzky, Pucci.

-Dir. Schaeffer gave a Key Bank update, with info including market transactions. -He will have the RITA distributions and reconciliations for May, which is a strong month for collections. -Reminded that on May 21st at 6 p.m. is the first budget session. He will send info out this week to Council. It will be similar to last year, with not many differences in the approach. He is working on 2019 wish lists from department heads. -There will be a Post-audit meeting with Zupka on May 24th at 8 a.m.; this is not a public meeting. Councilwoman Pucci asked about the date and time, and who set it. Dir. Schaeffer said Zupka gave them an optional date of the Friday before Memorial Day, so we went with the 24th. Councilwoman Pucci wanted it noted that they should check availability of especially the Finance Comm., as they are the Audit Committee. -Said he is working with Bailey Comm. to get to work on BoardDocs. They'll look into the cost of buying tablets and access for the program to access and prepare packets, agendas, legislation, and can post and build electronically on documents. They will provide training for everyone. Councilwoman Pucci asked if there was any input from Council (Councilman Van Kirk said he has spoken to Dir. Schaeffer about it). She said they were not asked, and she felt they should have input for the future.

There being no further business, MOTION by Van Kirk, second by Paulitzky to adjourn. VOTE: Yes: Van Kirk, Paulitzky, Pucci.

Meeting adjourned.

_____ Secretary

Approved: 5.29.18